



CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	REAL ESTATE EDUCATION COMMITTEE
MEETING DATE AND TIME:	Thursday, December 1, 2011 at 9:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A
MINUTES APPROVED	01/05/2012

MEMBERS PRESENT

Tim Riale, Sussex County, Professional Member, Chairperson
Doug Doyle, Kent County, Professional Member, Vice Chairperson
Danielle Benson, New Castle County, Professional Member
Tom Burns, Kent County, Professional Member (9:05 a.m. – 11:50 a.m.)
Dee Hake DeMolen, Kent County, Professional Member
Karen Hamilton, Sussex County, Professional Member (9:17 a.m. – 12:06 p.m.)
Donna Klimowicz, New Castle County, Professional Member (9:05 a.m. – 11:31 a.m.)
Tammy Reagan, Sussex County, Professional Member (9:30 a.m. – 12:06 p.m.)
John Tarburton, Sussex County, Public Member (9:18 a.m. – 12:06 p.m.)

MEMBER ABSENT

Elaine Woerner, New Castle County, Professional Member

DIVISION STAFF

Jessica Williams, Administrative Specialist II

ALSO PRESENT

Karen Alleva, NCCBOR
Bill Anderson, Dryzone
Crystal Hudson, SCAOR
Regina Lundeen, DAR
Vincent White, Delaware Real Estate Commission
Casey Price

CALL TO ORDER

Mr. Riale called the meeting to order at 9:05 a.m.

Ms. Reagan made a motion, seconded by Ms. DeMolen, to amend the agenda to include reviewing the course application for RMCS, Inc. Motion unanimously carried.

Mr. Riale informed the Committee that this is Ms. Hamilton's last meeting and introduced Casey Price, who will be taking the place of Ms. Hamilton on the Committee.

REVIEW OF MINUTES

A motion was made by Mr. Tarburton, seconded by Ms. DeMolen, to approve the November 3, 2011 minutes as presented. Motion unanimously carried.

UNFINISHED BUSINESS

Review Drafted Correspondence in Response to Previously Tabled Correspondence from Denise Tatman, DAR – Mr. Riale

The Committee reviewed the correspondence that Mr. Riale drafted in response to Ms. Tatman's letter. Ms. DeMolen made a motion, seconded by Mr. Tarburton, to approve the letter with grammatical corrections. Motion unanimously carried.

Review Draft of Course Evaluations with Recommended Changes – Ms. DeMolen and Ms. Woerner

The Committee reviewed the draft of the proposed course evaluations that Ms. DeMolen and Ms. Woerner prepared. Mr. Doyle made a motion, seconded by Ms. Klimowicz, to remove the rating boxes to a single line for ratings and that once changes have been made, the proposed draft will be sent to the Commission for review. Motion unanimously carried.

NEW BUSINESS

Update from the Commission – Mr. Riale

Mr. Riale informed the Committee that the Commission determined that only instructors who wish to teach Modules 1-6 will be required to complete the 3 Hour Delaware Core Course Review. Module 7 is intended for elective, therefore if applicants only wish to teach module 7, they will be exempt from having to complete the 3 Hour Delaware Core Course Review.

Review of Letters of Intent and Course Evaluations

A motion was made by Mr. Tarburton, seconded by Ms. DeMolen, to accept the letters of intent as submitted. Motion unanimously carried.

A motion was made by Ms. Hamilton, seconded by Mr. Doyle, to send a warning letter to Vincent White regarding the course evaluations that were received from the New Castle County Board of Realtors, for the course he instructed, titled "Broker's Required Core Course". Motion unanimously carried.

Review Student Requests for Approval of Educational Activity

A motion was made by Ms. Benson, seconded by Mr. Doyle, to recommend to the Real Estate Commission approval, denial and tabling of the following items as noted below. Motion unanimously carried.

Student Name:	Winfield Scott	
Activity Title:	Mastering the Art of the Short Sale	Approved
Course Provider:	Coastal Association of Realtors	
Credits Hours:	3.0	
Student Name:	Winfield Scott	
Activity Title:	Short Sales & Distressed Properties	Approved

Course Provider: Coastal Association of Realtors
Credits Hours: 3.0

Review of Course Provider Applications

A motion was made by Mr. Tarburton, seconded by Ms. Klimowicz, to recommend to the Real Estate Commission approval, denial or tabling of the following items as noted below. Motion unanimously carried.

Course Provider: The CE Shop

Course Title: Seller Representative Specialist (SRS) **Approved**
Credit Hours: 12.0

Course Title: Online Risk Management **Approved**
Credit Hours: 3.0

Course Provider: The Commercial Real Estate School of Tristate Realtors Commercial Alliance

Course Title: Lease Administration **Approved**
Credit Hours: 3.0

Course Title: Broker's Core Course **Approved**
Credit Hours: 6.0

Course Title: Sustainability in Commercial Real Estate and Office Leasing **Approved**
Credit Hours: 3.0

Course Provider: Real Estate Institute of Delaware

Course Title: Delaware Real Estate Pre-Licensing Course **Approved**
Credit Hours: 99.0

Course Provider: Kent County Association of Realtors

Course Title: What's Under Your House? **Approved**
Credit Hours: 3.0

A motion was made by Ms. Reagan, seconded by Ms. DeMolen, to recommend to the Real Estate Commission approval, denial or tabling of the following items as noted below. Motion unanimously carried.

Course Provider: RMCS, INC.

Course Title: Social Media for Real Estate **Approved**
Credit Hours: 3.0

Review of Instructor Applications

A motion was made by Ms. Hamilton, seconded by Ms. DeMolen, to recommend to the Real Estate Commission approval, denial or tabling of the following items as noted below. Motion unanimously carried.

Patrick Vanderslice **Approved**
Pre-Licensing Course: Real Estate Law

Philip Mann **Approved**
Continuing Education: Professional Enhancement: Cost Segregation

Patricia Campbell-White **Approved**

Continuing Education: Legislative Update, Salesperson Core Course, Broker Core Course, Professional Enhancement: Fair Housing, Professional Standards/Ethics, Agency

Pre-Licensing Course: Real Estate Sales

Broker's Course: Ethics

James Goddard **Approved**

Continuing Education: Professional Enhancement: Social Media for Real Estate

Donald Conant **Approved**

Continuing Education: Salesperson Core Course

Pre-Licensing: Real Estate Sales

William Frost **Approved**

Continuing Education: Salesperson Core Course, Professional Enhancement: Residential Investment Analysis, Foreclosure Issues, Financing, Contracts, Fair Housing, Ethics

Pre-Licensing Course: Real Estate Mathematics

Broker's Course: Mathematics

William Anderson **Approved**

Continuing Education: Professional Enhancement: Waterproofing and Foundation Repair

Gary Dodge **Approved**

Continuing Education: Salesperson Core Course, Broker Core Course, Delaware Real Estate Commission Property Management Course(s), Professional Enhancement: Real Contract Law & Real Property Theory, Agency Relationships & Responsibilities, Anti-Trust Law

Pre-Licensing Course: Real Estate Law

Broker's Course: Real Estate Documents, Ethics, Legal and Governmental Aspects of Real Estate

Earl Loomis **Approved**

Continuing Education: Professional Enhancement: Appraisal Topics

Broker's Course: Valuing Real Property

Ruth Vella **Approved**

Continuing Education: Legislative Update, Salesperson Core Course (s), Broker Core Course (s), Delaware Real Estate Commission Property Management Course (s), Professional Enhancement: Agency & Buyers Brokerage, Agency, Ecstasy & Ethics of Co-Broking, Brokers Licensees Core Course, Closing Techniques, CMA & Appraisal, Code of Ethics Training (NAR), Diversity & the Housing Market, Fair Housing/It's the Law, Getting the Transaction to Closing, Legislative Issues, Let's Get it Right, Maximizing Your Strategies, New Agreement of Sales & Other Real Estate Forms, Non-Verbal Sales Strategies, Obtaining & Retaining Listings, Real Estate is Your Profession, What is Your

Niche?, Risk Reduction and the Real Estate Agent, Sales Licensees Core Course, Stress Management: The Ups and Downs of the Real Estate Market, Using Green to Market Buyers and Sellers, Using Single Family Homes as an Investment, GRI – Fundamentals of Marketing, GRI-Reaching Out-Niche Marketing, GRI-Power Real Estate Letters

Pre-Licensing: Orientation, Real Estate Sales

Broker's Course: Brokerage (Sales Management), Real Estate Documents, Valuing Real Property, Ethics, Legal and Governmental Aspects of Real Estate, Real Estate Investment

Other Business Before the Committee (for discussion only)

Ms. Williams informed the Committee that iPads will be provided for the Committee meetings, which will reduce the amount of paper used throughout the meetings. She also informed the Committee that the new instructor applications are available on the Division of Professional Regulation's website.

Unfinished Business

Review of Proposed Modules for Pre-Licensing Course

The Committee reviewed the drafts of the sales, law and math portions for the pre-licensing course. Ms. Klimowicz made a motion, seconded by Ms. Reagan, to approve the drafts, using the law template (for all modules), to include websites and internet marketing to the sales module 4, and to make numerical changes to the outlines; the final draft will be sent to the Commission for review during the December meeting. Motion unanimously carried.

Review of Continuing Education Guidelines

The Committee completed the proposed revisions of the continuing education guidelines. The final draft will be sent to the Commission for review during the December meeting.

Other Business Before the Committee (for discussion only)

Ms. DeMolen addressed the Committee with questions regarding the modules and instructors who were approved prior to the new requirements being effective. Mr. Riale advised Ms. DeMolen that the instructors who have received previous approval will be able to teach module 7 only (as long as the approval is still effective).

Ms. DeMolen also expressed her concerns regarding the commercial portion of the continuing education modules; she believes that the course will provide a false sense of security for the licensees.

Correspondence

There was no correspondence for the Committee to review.

Public Comment

There was no public comment.

Other Business Before the Committee (for discussion only)

Mr. Riale expressed his gratitude to the Committee for their hard work and dedication this year. Mr. White also expressed the Commission's appreciation of the Education Committee's work on new initiatives.

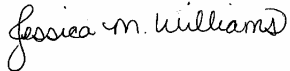
Next Scheduled Meeting

The next meeting will be held on Thursday, January 5, 2012 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

Adjournment

There being no further business, Mr. Tarburton made a motion, seconded by Ms. Hamilton, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 12:06 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jessica M. Williams".

Jessica M. Williams
Administrative Specialist II